

SHUTTLE BUS DRIVER

DEFINITION:

Under general supervision, to transport county personnel and county patients between County of San Diego and non-County facilities; and to perform related work.

DISTINGUISHING CHARACTERISTICS:

Shuttle Bus Driver is a vehicle driving class primarily responsible for driving a passenger van or small bus to transport county personnel and/or patients throughout the county. This class differs from the other vehicle driving classes such as Bookmobile, Delivery Vehicle and Mail Clerk, in that the Shuttle Bus Driver is primarily responsible for the safety and welfare of passengers rather than freight.

EXAMPLES OF DUTIES:

Drives small buses to transport Edgemoor Geriatric Hospital patients to and from appointments; lifts patients and assists patients in and out of the van/bus; operates a wheelchair hydraulic lift; escorts patients as needed; maintains cooperative working relationships with patients and hospital staff; performs routine and safety checks on vehicles; prepares operator's vehicle condition report and other related documentation; reports major mechanical defects to superiors; and performs related driver duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Rules of safe vehicle operation.
- California traffic rules.

Skills and Ability to:

- Operate a passenger van/small bus safely.
- Understand and follow oral and written instructions.
- Keep simple records/logs.
- Establish and maintain good working relationships with others.
- Perform minor/routine vehicle maintenance.

EDUCATION/EXPERIENCE:

Education, training and/or experience which would likely demonstrate the knowledge and/or skills stated above.
Experience driving hospital vehicles is highly desirable.

SPECIAL NOTES, LICENSES, OR REQUIREMENTS:

License:

A valid California Class B driver's license is required at time of appointment.